

# CHAPTER 1 INTRODUCTION

## 1.1 Background

The Tenant Rental Assistance Certification System (TRACS) is an integration financial management system developed by the U. S Department of Housing and Urban Development HUD to improve the fiscal control over Section 8 and other assisted housing programs.

TRACS is the sole repository of all tenant certification data, assistance contract data and crucial payment data for HUD's Office of Multifamily Housing (MFH). Based on the data stored in the system, TRACS automatically generates payments for subsidy programs where HUD is the contract administrator. TRACS currently controls payment processing for approximately 250,000 Section 8 subsidy payments annually.

## 1.2 Document Audience

This technical-level guide is intended to be used by the technical resource staff supporting Owners, Management Agents, State Agencies, Industry and Contract Administrators in implementing procedures for submitting automatic transactions/data to TRACS for processing. This guide should also be used in conjunction with the HUD 4350.3 Occupancy Handbook.

## 1.3 Document Scope

Analysts should refer to the definitions and codes defined in the HUD 4350.3 Handbook for MAT fields which have a 50059, 52670, or 52670-A item reference. *Definitions, codes, and edits which occur in this user's guide for these items are intended to further clarify the handbook as an aid in automation.*